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01/28/2005 03:27 PM

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Subject: Agency Meeting Minutes

Attached are the Agency Meeting Minutes from the January 6, 2005 Meeting at the LEC site.

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RMT, Inc.

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Suite 402
Grand Rapids, MI 49546

Phone: 616-975-5415
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TRANSMITTAL**No. 00046****PROJECT:** LEC Remediation Services**DATE:** 1/28/2005

TO: U.S. Environmental Protection Agency
290 Broadway
19th Floor
New York, NY 10007-1866

REF: Agency Meeting Minutes**ATTN:** Stephen J. Cipot III

WE ARE SENDING:	SUBMITTED FOR:	ACTION TAKEN:
<input type="checkbox"/> Shop Drawings	<input type="checkbox"/> Approval	<input type="checkbox"/> Approved as Submitted
<input type="checkbox"/> Letter	<input checked="" type="checkbox"/> Your Use	<input type="checkbox"/> Approved as Noted
<input type="checkbox"/> Prints	<input type="checkbox"/> As Requested	<input type="checkbox"/> Returned After Loan
<input type="checkbox"/> Change Order	<input type="checkbox"/> Review and Comment	<input type="checkbox"/> Resubmit
<input type="checkbox"/> Plans		<input type="checkbox"/> Submit
<input type="checkbox"/> Samples	SENT VIA:	<input type="checkbox"/> Returned
<input type="checkbox"/> Specifications	<input checked="" type="checkbox"/> Attached	<input type="checkbox"/> Returned for Corrections
<input checked="" type="checkbox"/> Other: Agency Meeting Minutes	<input type="checkbox"/> Separate Cover Via:	<input type="checkbox"/> Due Date:

ITEM NO.	COPIES	DATE	ITEM NUMBER	REV. NO.	DESCRIPTION	STATUS
01	01	1/6/2005			Agency Meeting Minutes	NEW

Remarks: Agency Meeting Minutes from the LEC January 6, 2005 Meeting.

CC: A. Cinque, C. Anderson, D. Oman, D. Pratt, E. Schaub, F. Zizila, J. Dexter,
N. Addison, R. Alvey, W. Kurzeja

Signed: _____

Jeff Macri

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MEETING MINUTES**No. 00009****PROJECT TITLE:** LEC Remediation Services**MEETING DATE:** 1/6/2005**LOCATION:** LEC Job Site**SUBJECT:** Agency Meeting

DID ATTEND	INITIALS	ATTENDEE NAME	COMPANY NAME
N	AC	Anthony Cinque	NJDEP
Y	CA	Cris Anderson	L.E.Carpenter & Co.
Y	DO	Dan Oman	RMT, Inc.
Y	DP	Dave Pratt	RMT, Inc.
Y	ES	Ernie Schaub	L.E.Carpenter & Co.
Y	FZ	Frances M. Zizila	U.S. Environmental Protection Agency
Y	JD	James Dexter	RMT, Inc.
Y	JM	Jeff Macri	RMT, Inc.
Y	NA	Nakia Addison	RMT, Inc.
Y	RA	Robert Alvey	U.S. Environmental Protection Agency
Y	SC	Stephen Cipot	U.S. Environmental Protection Agency
Y	WMF	Walter Kurzeja	RMT, Inc.

ITEM	STATUS	STARTED	DUE	BALL IN COURT
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00001	CLO	1/6/2005	1/6/2005	
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Introduction - Moved around the table and made introductions

WK noted that the Morris County Soil / Erosion representative did not show up previously as expected (ES)

00002	CLO	1/6/2005	1/6/2005	
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Items 00003 - 00007 Address project background

00003	CLO	1/6/2005	1/6/2005	
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Project background and brief description - The remediation of the site involve Pb, Process Waste, Smear Zone (DEHP and Xylene) soils, and PCB contaminated soils.

00004	CLO	1/6/2005	1/6/2005	
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The following Key Regulatory Issues were discussed:

- 1) Protection of Workers and Public from exposure
- 2) Wetland Protection
- 3) Compliance with the Order

00005	CLO	1/6/2005	1/6/2005	
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Project Description and Major Work Stages for the project include:

- 1) Mobilization
- 2) Removal of Pb Soils
- 3) Removal of Clean Over Burden
- 4) Removal of Process Waste
- 5) Removal of Smear Zone Soils
- 6) Transportation & Disposal of Pb, Process, Smear Zone & PCB Soils - Owners (LEC) will sign all manifests.
- 7) Site Restoration - Restoration discussion involved discussion of the grading plan. WK noted that we would not hit the grading plan exactly, but that the site will drain in general according to the plan.
- 8) All work to be done in accordance with the approved RAWP, as amended

DO noted that laser levels will be used to determine smear zone excavations, which will be underwater. The only documentation will be the notes showing the elevation. EPA indicated acceptance.

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MEETING MINUTES

No. 00009

ITEM	STATUS	STARTED	DUE	BALL IN COURT
00006	CLO	1/6/2005	1/6/2005	

Project Testing on site includes the following:

- 1) T&D Sampling done by EWTI
- 2) Off Site Borrow Source per Certifying Engineer
- 3) Air Quality Sampling during Pb Removal Action
- 4) Side Wall Confirmatory Sampling for Pb
- 5) PCB Sampling per the plan
- 6) L.E. Carpenter representatives CA and ES were reminded that costs associated with sampling such labor, analysis, etc. are not part of the construction costs.

Discussion of NA's use of GPS unit to confirm all sampling sites, which the EPA endorsed as a good method.

WK mentioned that NJDEP requested dust and particulate monitoring along Ross Street. Organic vapor will be checked in pits and fence line.

JM brought up that lead and smear zone mixed areas means that sampling cannot be verified in a watery mix. Rob indicated that it is acceptable to use dual excavation. DO reiterated that there will not be confirmatory sampling. SC said that these are practical issues involved with the work, not a field change.

WK asked what the turnaround time would be on RAWP changes on alterations. SC stated that he would work on that with AC. SC went on to say that if something is technically impractical or feasible, the EPA can accept the reasoning for alternatives.

Need for fast turnaround from EPA because of fast-paced (weather based) schedule. SC said that they do not anticipate any formal approval process needed for variances from the work methods now that the RAWP has been approved. Example was that if the extent of work varies as a result of sampling, no approval is required. RA noted that this would need to be confirmed for the NJDEP, since they are only speaking on behalf of USEPA. NJDEP should be contacted first.

CA noted the lack of NJDEP presence at the meeting so cannot get agreement on these kinds of issues at this time. Steve indicated that they thought it wouldn't be a problem with AC, and he would be talking with him. SC said we can put into the notes that the EPA concurs with these discussions.

00007	CLO	1/6/2005	1/6/2005	
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All attendees were advised that this is a union job.

00008	CLO	1/6/2005	1/6/2005	
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Items 00009 - 00012 Deal with construction site activities.

00009	CLO	1/6/2005	1/6/2005	
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RMT is the prime contractor on site. All communications on site need to be referred to NA or DP for daily construction operations, and JM for overall construction questions. Regulatory questions need to be referred to NC or JD. Engineering questions need to be referred to DO.

Discussion of construction schedule changes, and the fact that process and lead zone soils may be mixed. Also discussed that the schedule may change based upon weather - taking advantage of cold temperatures for the PCB zone. RA wanted to be on-site, if possible to 'not for enforcement but to observe' during one week of excavation of PCB soils. WK agreed to have someone from RMT contact him with as much notice as possible.

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MEETING MINUTES

No. 00009

ITEM	STATUS	STARTED	DUE	BALL IN COURT
00010	CLO	1/6/2005	1/6/2005	

On site Project Site Access is regulated by OSHA. Entrants must be 40 Hour Trained with current physical and Refresher Course to walk on site. Discussion of 40 hr training requirement and fact that without training, a person can only tour the site by vehicle.

Issues on access were specifically discussed regarding PCB cleanup area on Wharton Enterprises property. EPA pledged support in guaranteeing needed access. FZ was not aware of direct legal counterpart at NJDEP, but if her help is needed, she can be contacted through SC. CA discussed the value of a simple letter on USEPA letterhead to the property owner.

SC requested that an updated Health and Safety Plan be on site. WK confirmed that this was the case, and discussed training for laborers.

00011	CLO	1/6/2005	1/6/2005	
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Construction Limits are per the RAWP.

00012	CLO	1/6/2005	1/30/2005	USEPA	SC
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SC asked if NJDEP has requested a specific format for the weekly report. WK advised him that we had not been notified but we had intended to provide a report that detailed work performed during the week, quantity of material transported off site for disposal, and a two week look ahead of the following weeks work. SC stated that he would check with AC and advise us of his needs.

It was determined that weekly meetings were to be replaced with monthly meetings. Dates of which are still TBD. Proposed meetings to be the first Thursday of each month. Notifications of next meeting date will be sent out via a Bulletin.

SC asked if AC had asked for weekly communication. WK noted that the electronic copies of documentatin would be sent out, although routed first through LEC before send 'outside' per LEC instructions. SC will talk to AC about the weekly update. WK noted that it would be a synopsis of the construction reports, and include schedule status and tons removed from site. It would be issued on a Friday and cover through Friday. SC wanted to make sure that H&S issues were included.

00013	NEW	1/6/2005	1/6/2005	
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Items 00014 - 00015 pertain to New Business.

00014	CLO	1/6/2005	1/6/2005	
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SC asked if all access agreements had been obtained. CA explained that they were in the process of obtaining agreements. EPA attorney FZ, stated that the EPA had the ability to assist if L.E. Carpenter needed EPA's assistance.

00015	CLO	1/6/2005	1/6/2005	
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EACH REPRESENTATIVE IS RESPONSIBLE TO CHECK ACTION ITEMS AND CONFIRM RESPONSES THROUGH WALTER KURZEJA.

00016	CLO	1/6/2005	1/6/2005	
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THESE MEETING MINUTES ARE PREPARED BY RMT, INC AND SHALL BE DEEMED ACCURATE AS THE RECORD OF MATTERS DISCUSSED AND CONCLUSIONS REACHED. IF A DISCREPANCY OCCURS, PLEASE NOTIFY RMT IN WRITING NO LATER THAN THE CLOSE OF BUSINESS ON 1/14/05.

Prepared By: RMT, Inc.

Signed: Jeff Macri
Jeff Macri

Dated: 1/28/2005

~ L.E. CARPENTER & COMPANY (LEC)
WHARTON, MORRIS COUNTY, NEW JERSEY, USEPA ID No. NJD00216878
KEY CONTACT LIST

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